

LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
MAY 9, 2024  
6:30 PM

The Lower Windsor Township Board of Supervisors held their regular meeting at the Township Community Building at 2425 Craley Road, Wrightsville PA. The meeting was called to order by Chairman George Yakubowski at 6:30 p.m. with a pledge to the flag. Also present at the meeting were Supervisors Phil Rohrbaugh, by phone and Barry Strayer; Township Manager Sande Cunningham; Secretary-Treasurer Linda Zimmerman; Solicitor Andrew Herrold; Zoning Officer Monica Love; Chief Thomas and Jessica Fieldhouse representing C S Davidson. Patrons in attendance: 16

**PUBLIC COMMENT:**

1. JoAnn Dietz – Gun Club Rd. – Mrs. Deitz wanted to thank the Board for letting her speak at the last meeting and appreciated the communication. She asked the Board if there were any updates with talks with the Landfill. Supervisor Rohrbaugh said that he and Sande met with Jay Enoch from Modern Landfill. Mrs. Dietz questioned the solidification process and the Riverkeeper lawsuit. Asked for a committee to be part the of communication with the landfill, township, and residents. Ms. Cunningham noted that Atty. Rockman is keeping tabs on the landfill and will keep us up to date.

**APPROVAL OF MINUTES – APRIL 11, 2024:** Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve the minutes as presented, motion carried.

**STORMWATER PRESENTATION – JESSICA FIELDHOUSE, C. S. DAVIDSON:** Ms. Fieldhouse gave a presentation on the MS4 program mandated by the Federal government. She reviewed updates and what requirements the township must meet for stormwater runoff.

**REPORTS:**

1. **POLICE:** Chief Thomas submitted his report.
  - a. Purchasing additional ‘support your local police’ signs.
  - b. Coffee with a Cop was successful with over 20 residents in attendance.
  - c. This week is Officer’s Memorial Week.
2. **MANAGER:** Ms. Cunningham submitted her report.
  - a. Ms. Cunningham announced Chief Thomas gave an excellent interview to WGAL regarding Kadin Black and his disappearance.
  - b. Reported she and Supervisor Rohrbaugh met with Jay Enoch from Modern Landfill and questioned if they would extend public water on Gun Club Road. Mr. Enoch would like to see how many residents would be interested. Ms. Cunningham is asking for authorization to send letters to the residents on Gun Club Rd to see if those who do not have public water would be interested in connecting. The Board agreed for Ms. Cunningham to send the letters.
  - c. Ms. Cunningham asked the Board if they want to hold the May 30<sup>th</sup> meeting. The Board agreed to cancel the meeting.
3. **SOLICITOR:** Atty. Herrold submitted his report.
4. **ENGINEER:** Mr. Klinedinst submitted his report.
5. **HIGHWAY:** Mr. Miller submitted his report.
6. **BUILDING MAINTENANCE:** Mr. Taylor submitted his report.

7. EMERGENCY SERVICES: We received reports from Craley Fire Co., East Prospect Fire Co., Yorkana Fire Co., and CVAC/LifeTeam.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.

ZONING:

1. FIELDS AT EAST PROSPECT – ZONING ORDINANCE TEXT AMENDMENT DISCUSSION: Atty. Herrold noted that Atty. Baranski, who represents Fields at East Prospect, is an attorney at his firm and concluded no conflict exists. The Fields at East Prospect is requesting text amendments to the Conservation by Design within the Zoning Ordinance. Their development team has been working with staff to prepare a sketch plan which meets many of the requirements. The issues that remain are in Section 470-25, Table 470-25B lot area, minimum setbacks for garages attached/ detached and Section 470-79 (D) Dwellings, multifamily. They are asking for approval by the Board to send these text amendments to the Township Planning Commission and York County Planning Commission for review and comment. Supervisor Rohrbaugh had concerns with parking requirements. The development team is not asking for parking changes, but the Board can ask both Planning Commissions to review those requirements also. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve forwarding of the text amendments to the township Planning Commission and York County Planning Commission for review and comment, motion carried.
2. PLAN 624-24SLD – DAUGHERTY SUBDIVISION – MAPHELIAH ROAD; VILLAGE DISTRICT: This is a 7-lot subdivision plan that consists of 5 new building lots, a residual lot with an existing structure and an add on lot. They are requesting a waiver of Section 410-19. A requiring a preliminary plan. Several outstanding items must be met before approval along with administrative items such as invoices, surety/bond, and recreation fees. There is also a Planning Module that needs approval for the on-lot septic systems. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to grant the wavier of preliminary plan submission, motion carried. Motion by Supervisor Strayer, seconded by Chairman Yakubowski to approve the plan subject to outstanding conditions being met, motion carried. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve the planning module, motion carried.
3. YORK WATER CO. – WASTEWATER ACQUISITION: We received notice that the York Water Co. has submitted a request to the PA PUC to acquire the wastewater (sewer) collection system from Margareta Mobile Home Park and connect the residents of that community with the York Water Co. wastewater system. However, they did not discuss any proposals with the Township. But this would meet the future objectives discussed within the Comprehensive Plan, for the expansion of the Village District and future growth boundary. Ms. Love noted that general counsel for York Water Co. has reached out and will include the Township in any future planning meetings.

OLD BUSINESS: NONE

NEW BUSINESS:

1. DONATIONS – 2024 DONATIONS: Mrs. Zimmerman provided the Board with a list of the donations and noted that at the December 2023 meeting, the Board approved the distribution of the Fire Company donations as follows: 50% Craley Fire Co., 25% Yorkana Fire Co., 25% East Prospect Fire Co. The list also includes East Prospect Memorial Parade donation. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the donation distribution as presented, motion carried.
2. RESOLUTION 2024-09 – FEE SCHEDULE: This resolution authorizes amending the 2024 fee schedule due to an error when the fee schedule was approved using the incorrect fee schedule. There is also a change to the cost of the body worn camera video fee that would increase from \$50 to \$100. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve Resolution 2024-09 revised fee schedule, motion carried.

3. MISSION SQUARE RETIREMENT – DISCUSSION: Mrs. Zimmerman is requesting the revision of the “in service” withdrawal age in the non-uniform pension plan. Currently the “in service” withdrawal age is set at 70 ½ and asked that it be changed to 59 ½. Ms. Zimmerman noted we have had interest from several employees in withdrawing money, so they have control over their investments and invest in an account that meets their specific situations. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the revision to the in-service withdrawal age to 59 ½, motion carried. Mrs. Zimmerman will inform Mission Square, and they will prepare the plan amendment documents for action at the June Board meeting.
4. TAX COLLECTOR FEE SCHEDULE ORDINANCE: Atty. Herrold explained this ordinance will set the fees for the tax collector to charge for duplicate bills, tax payment receipts and returned checks and allow for changes to the fees by resolution. Atty. Herrold is asking for authorization to advertise the Ordinance for adoption at the June meeting. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve the advertisement, motion carried.
5. APPROVAL OF BILLS: Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the bills as presented in the amount of \$84,901.42, motion carried.
6. OTHER PERTINENT BUSINESS: None

Meeting adjourned at 7:32 pm

Respectfully submitted,

Linda J. Zimmerman  
Secretary